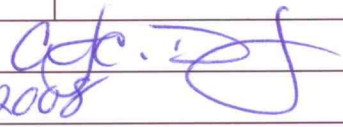


<p align="center"><b>POLICY OF</b></p> <p align="center"><b>STATE OF DELAWARE</b></p> <p align="center"><b>DEPARTMENT OF CORRECTION</b></p>	<p align="center"><b>POLICY NUMBER</b></p> <p align="center">3.6</p>	<p align="center"><b>PAGE NUMBER</b></p> <p align="center">1 of 1</p>
<p><b>CHAPTER: 3</b></p> <p><b>Programs and Services</b></p>	<p><b>RELATED ACA STANDARDS:</b></p>	
<p><b>APPROVED BY THE COMMISSIONER:</b></p>		<p><b>SUBJECT:</b></p> <p><b>Victim Services</b></p>
<p><b>EFFECTIVE DATE:</b></p>		
<p><b>APPROVED FOR PUBLIC RELEASE</b></p>		

**I. AUTHORITY:** 11 Del. C. 9413, 9416. 6541, and 4336.

**II. PURPOSE;** To ensure that victims of crime are provided the appropriate information including a notice of the confinement status and/or release of the offender who committed the crime against them in compliance with the applicable law.

**III. APPLICABILITY:** All Department of Correction employees, volunteers, and persons or organizations conducting business with the Department.

**IV: DEFINITIONS:**

A. VICTIM: The person, organization, business or agency formally identified as the victim of a crime. This includes family members or a guardian if the victim is deceased or otherwise unable to meaningfully understand or participate in the legal process.

**V: POLICY:** It is the policy of the Department of Correction to:

A. Establish and maintain a system where victims are notified when the offender who committed the crime against them:

1. is scheduled for release;
2. has been approved to participate in a community-based program;
3. is scheduled to appear before the Parole Board; and /or
4. has escaped from custody.

B. Treat all victims with courtesy, dignity and respect.

C. Sensitize staff to the effects of victimization and train them in regard to the prescribed duties and responsibilities as legislatively mandated and policy directed.